



**UNITED NATIONS  
ECONOMIC COMMISSION FOR AFRICA  
Office for North Africa**

---

Distr.: General

ECA-NA/RABAT/GENDER/2  
January 2006

Original: ENGLISH

**Sub-Regional Training Workshop  
Guidebook for Mainstreaming Unpaid Work and Household Production  
into National Statistics, Budgets and Development Policies**

**Rabat, Morocco, 12-16 December 2005**

# **REPORT**

## **Context**

1. The United Nations, through the Beijing Platform for Action and the Millennium Development Goals has identified non-market work (NMW) as a key area of policy intervention for improving the situation of those in unpaid sector, especially that of women. However, ten years after the adoption of the Beijing Platform for Action, countries have not yet integrated household production, which represents largely women's contribution into national income accounts.

2. Economics is blind to the unpaid work and production of women (and men) within the households. The economy is equated with activities that are open to monetary exchange; work being defined as paid work. Consequently, only paid employment and the exchange of commodities for money is registered as part of GDP in national accounting systems. By doing so, women's contributions to the national economy are invisible. Policy discussions about growth and development and the economy do not factor in household production and services as contributions to the total national economy, neither do they consider reforms at the household level as well.

3. Moreover, national and regional statistical systems in Africa have not made progress to generate gender-disaggregated data (GDD) that are needed to help understand, evaluate and monitor economic systems and policies. The lack of GDD on the household sector is a major bottleneck, both at the national and regional levels, in the process of designing, monitoring and evaluating gender-responsive policies and strategies including poverty reduction.

4. The African Center for Gender and Development (ACGD) of the Economic Commission for Africa (ECA) has developed a Guidebook for integrating household production into national poverty reduction policies in Africa. The Guidebook contains a compendium of tools that policy makers can use to improve the effectiveness of economic policies that target poverty reduction and gender equality. One of the key components relates to procedures to help governments prepare satellite accounts. In collaboration with ECA sub regional Offices, The African Center for Gender and Development (ACGD) has introduced the Guidebook to national experts in 5 sub-regional workshops. The workshop that was held in Morocco (Rabat, 12-16 December 2005) was the last of the workshops.

## **Objectives of the Workshop**

5. The overall objective of the training workshop was to strengthen national capacities in the production, use and dissemination of statistics related to gender issues at the national and regional levels in order to influence policies and programmes for the benefit of women. In particular, the workshop aimed at enhancing the capacities of national practitioners in collecting data for preparing regular National Satellite Accounts of Household Production (NSAHP) as well as constructing and analysing the outcome of NSAHP.

### **Specific objectives**

- To explain key concepts of unpaid work, household production and other related concepts;
- To raise awareness and understanding of practitioners on the importance/contribution of unpaid care work in national economy;
- To provide methodologies and tools for mainstreaming unpaid care work and household production into the national statistics, accounts, policies and budgets;
- To get the input of participants on the practical way of using the Guidebook in their national contexts; and
- To assist national teams in developing Action Plans towards an effective mainstreaming, of unpaid care work into national statistics, policies, programmes and budgets.

6. The programme of work is included in document ECA-NA/RABAT/GENDER/1 herewith attached. The methodology of the workshop included:

- Plenary explanations and discussions
- Interactive and participatory sessions
- Brainstorming sessions
- Group work and practical exercises
- Presentations by the participants

### **Expected Outcomes**

7. At the end of the workshop, participants were expected to:

- Become better acquainted with the field of household production, household economy and gender statistics;
- Better understand the international classification of activities for time-use statistics, undertake time-use studies, and prioritize further work at the national level to prepare satellite or parallel accounts of women's and men's unremunerated economic contribution;
- Build their knowledge to improve (and adopt) the concepts and methods in the Guidebook for generating data on the full contribution of women and men to the economy by taking steps to measure and make visible their participation in the informal sectors; and
- Use more gender sensitive data in the formulation of policy and implementation of programmes and projects and to integrate gender concepts, including through household production and the household economy, into the statistical system.

## **Opening Session**

8. The North Africa training workshop on the guidebook for mainstreaming unpaid work and household production into national statistics, budgets and policies, held in Rabat, Morocco, was opened by Ms. Karima Bounemra Ben Soltane, Director, ECA North Africa Office. In her speech, the Director welcomed the participants and thanked the Member States, regional organisations, universities and NGO from North Africa for their positive response to the ECA invitation to attend this workshop. She stressed that the number of participants as well as their different horizons and their level of responsibility indicated that the workshop responded indeed to a concrete need.

9. The Director underscored that since the adoption of the Dakar and Beijing Platforms for Action there had been growing recognition of the importance of integrating a gender perspective into national macroeconomic policies and processes. The arguments presented were linked to both, efficiency and equality. She expressed her wish to see the Guidebook become a useful tool for mainstreaming unpaid work and household production into national statistics, budgets and policies as a way to improving women's living conditions and to promoting equality in North Africa. This workshop, she stated, is a concrete step towards the implementation of the recommendations of the Dakar and Beijing Platforms for Action.

10. Ms. Ngone Diop, Trainer and Economist at ECA/ACGD, was the second speaker. She also welcomed the participants and expressed her satisfaction with the successful preparatory process, led by the SRO/NA, which has contributed to the high level of participation. She presented the general context in which this training workshop was being held, including ECA/ACGD mandate and work programme. She highlighted the workshop's objectives and expected outcomes as well as the methodology that she was going to adopt during the training.

## **Participants**

11. The Workshop, which was coordinated by the ECA North Africa Office, was attended by 32 participants who came from Algeria, Egypt, Libya, Mauritania, Morocco, Sudan and Tunisia. The participants were producers and users of statistics, including Senior National Statisticians, Senior National Accountants, Senior Gender Experts, University Professors, Development Experts and Trainers from national and local NGOs. Representatives of organisations of the United Nations System were also present (See attached the List of Participants in ECA-NA/RABAT/GENDER/Inf.1).

## **Workshop Proceedings**

### **Introductory Session**

12. During this session, participants introduced themselves and shared their experiences on statistics, gender and the household economy. Specifically, participants exchanged information on their current activities in the area of data collection and analysis and on their existing databases. The objective of this session was to assess where the participants were standing regarding gender and household production statistics, and to highlight

some gender issues that were being addressed in national statistics, programmes and policies in their own countries or organisations.

### **Training Modules**

13. The training workshop was organised accordingly to the structure of the “Guidebook for Mainstreaming Gender Perspectives and Household Production into National Statistics, Budgets and Policies in Africa” that was distributed to the participants. The Guidebook is a response to the recommendation made at ECA’s 40<sup>th</sup> Anniversary in 1998, which asked “to include a gender perspective in national accounting systems and other data for example by conducting Time-Use surveys, which produce information on time use across formal, informal and unpaid reproductive sectors for women and men, girls and boys in different contexts, particularly in areas of high poverty prevalence”.

14. The Guidebook is an African specific reference for mainstreaming unpaid care work and household production into national statistics, policies and budgets. It is a compendium of methodologies and tools, which use national accounts, policies and budgets as entry points to build capacity of statisticians, national accountants and policy analysts, on engendering national planning instruments.

15. The Guidebook preparation was based on the following reasoning:

- Conventional economics is blind to women’s and men’s unpaid care work and household production;
- Economic models fail to value the important work done in the non-market sector e.g. unpaid work and household production;
- Unpaid care work and the valuable outputs of services produced by households and mostly done by women are not integrated into the calculation of Gross Domestic Product (GDP);
- There are policy implications such as lack of strategies, policies, programmes and appropriate resources to address the need to release women from the heavy unpaid care work burden.

16. The basic framework of the Guidebook is the 1993 System of National Accounts. The 1993 SNA provides a basis for comparisons through time and across countries but it has limited view of the total range of work and production as a large part of household production of services for own consumption is still outside the 1993 SNA production boundary.

17. The Guidebook consists of 7 modules, which include:

Module 1: Household production and Household Economy

Module 2: Time-use surveys

Module 3: National Satellite Accounts of Household Production (NSAHP)

Module 4: Continuous Household Surveys

Module 5: Policy strategies on Household production

Module 6: Impact of National policies on Poverty Reduction and Welfare  
(Engendering Macroeconomic models and policies)

## Module 7: Integration of Household production in Government Budgets

18. Some of the issues that were highlighted in this session included:

- Gender equality was important for poverty reduction and for socioeconomic development of Member States
- Gender disaggregated data was essential for gender mainstreaming and is needed throughout the planning process: at the beginning, middle and at the end of the process.
- Collaboration of institutions is important since no single institution has all the required skills.

19. A session was devoted to explaining some gender concepts, including gender and sex, Gender equity and Gender equality, Gender analysis, the care economy, the importance of gender disaggregated data, and Women in development and gender and development approaches

### **Gender Analysis Tools**

20. Tools and frameworks for gender analysis were discussed, in particular the following:

- Caroline Moser's framework : which looks at gender roles, access, control of resources, practical and strategic needs and underlying policy approaches
- The Havard framework which is articulated around the activity profile of who does what, when and where. The division of labour in productive and reproductive work with the household and the community. It also looks at access who benefits who control and decision-making
- Longwe women's empowerment framework which has emphasis on power relations.

### **Household Production and Household Economy**

21. The module on Household Production and the Household Economy was about the meanings of household, household production and why it was necessary to measure household production. These concepts were explained as:

- i) Household is a small group of persons who share the same living or accommodation, who pool some or all of their income and wealth and who consume certain types of goods and services collectively, mainly housing and food. A single person living alone is a household.
- ii) Household production refers to services produced within the household by its members for their own use. Combining their unpaid labour and their own capital equipment with purchase of inputs of goods and services. It is important to note that this excludes goods produced in the household because some of the goods are included in national accounts. Hence household production is the NON-MARKET PRODUCTION.

- iii) Gross Household Production (GHP) is the economic value added by households in household production.
- iv) Household Economy is the system that uses the unpaid labour and capital of households to produce services for own consumption and allocates home produce and purchased goods and services for use within the household. The household economy is also called the household sector.

22. It was pointed out that households are both consumers and producers, which departs from the old theories which treated a household as a consumer only.

### **Time-Use Statistics**

23. The session on time-use surveys dealt with concepts and methodologies and the aim was to enable participants to carry out such surveys in their countries. Time-use statistics was defined as “Quantitative Summary of how women/girls and men/boys spend or allocate their time over a day, a week, and across seasons over a year”. Time-use statistics give a quantitative picture in the reference population of who does what (and what else simultaneously) during the day, for how long, how often, at what time, in what order, where, with whom and for whom. The two key building blocks of time-use data are “the Activity” and “the time”.

### **Objectives of Time-Use Surveys**

24. The specific objectives of time-use surveys include:

- To make visible and value unpaid work which is mostly done by women and girls
- To provide an entire picture of activities of all human resources : women, men, girls, boys
- To recognize household production
- To provide data for preparing National Time Accounts
- To provide inputs for policy intervention

The survey instruments for recording activities include:

- (i) Time diary (ii) stylised analogue (iii) Interview (iv) self reporting and v) Observation.

25. Types of household survey are (i) independent (stand alone), and (ii) as a component or module or multipurpose survey. The Multipurpose survey has two approaches, which are:

- Modular approach : like in a labour force survey or income and expenditure survey;
- The integrated approach: this is where a single questionnaire is used to cover all topics and specific items on time-use are incorporated in the questionnaire.

26. The basic parameters in measuring time spent on household production were explained and discussed and these included:

- (i) Reference periods and sampling issues,
  - (ii) Time intervals which could be open or fixed
- How to summarize data from individual diaries in statistical tables*

27. In summarizing collected data there are some agreed rules which include:

- (i) Primary activities must add up to 1,440 minutes per day, and the consistent arithmetic for a week and year should follow
- (ii) Coding rules are needed
- (iii) Simultaneous activities when recorded need to be prioritized in ranking so as to indicate primary, secondary and tertiary
- (iv) Basic tables to be presented according to classification of activities with subtitles of:
  - SNA economic activities
  - Non SNA economic activities
  - Non economic activities and by sex

### **Continuous Household Surveys**

28. It was explained that continuous household surveys (CHS) provide accurate information on an on-going, regular basis about social and economic conditions of a population. It is also a means of examining relationships between the main variables with respect to social policy especially the monitoring of changes in these variables over time. Continuous household surveys are important in monitoring and evaluating Poverty Reduction Strategy programmes.

### **National Time Accounts and Satellite Accounts of Household Production**

29. The session on National Time Accounts and 1993 SNA underscored the Central role of the 1993 SNA. This latter defines economic production as an activity carried out under the control and responsibility of an institutional unit that uses labour, capital and goods and services to produce out put and services. The 1993 SNA defines the production boundary and sets scope of most current and capital transactions in national accounts. The 1993 SNA recognizes only market production and consumption while national Time Account measures on a continuous and up-to-date basis how households allocate time between paid work, unpaid work and leisure.

30. Attributes of National Time Accounts include:

- (i) The capture and the understanding of the total economy, which comprises of market production from formal/monetary sector and on market production from informal and household sectors.
- (ii) Provide complete measurement of economic activities : market and non-market production

- (iii) Provide a better basis from economic and social policy decisions/interventions
- (iv) Provide a better framework for mainstreaming gender into national statistics and making economic models and policies gender aware.

### **Satellite Accounts**

31. It was explained that Satellite Accounts are provided for by the 1993 SNA and that they facilitate the investigation of concepts not highlighted in the 1993 SNA. It is also a method by which the central framework of the SNA is expanded to increase analytical capacity of the system without over burdening or disrupting it. Satellite Accounts also allow:

- (i) Provision of additional information on particular concerns such as social concerns and household production,
- (ii) The use of alternative concepts and data,
- (iii) Extended coverage of costs and benefits of human activities.

### **National Satellite Accounts of Household Production (NSAHP)**

32. National satellite Accounts of Household is a set of accounts developed to cover household production. Their purpose includes:

- (i) To address unpaid work and may constitute the first critical step in reconceptualisation of labour and production, enabling recognition of women's contribution and the gender dimension of the economy,
- (ii) NSAHP and its integration into extended economic analysis inform policy-makers in designing effective pro-poor and gender equitable policy interventions
- (iii) They enable analysis of the trade –off between household production and market production and the impact of one on the other
- (iv) Facilitate comparability of measures of extended production within a country at different points in time, enabling long- term perspective analysis of growth, productivity, distribution and capital formation.

### **How to Construct a National Satellite Accounts of Unpaid Work and Household Production?**

33. It was explained that in order to construct national satellite Accounts of unpaid work it is important to have reliable time-use data. An explanation of each the methods used in constructing these accounts was made and it was followed by practical work in groups. The methods include:

- (i) Output-Based Method : It is the most commonly used method
- (ii) The Input-Based method using the opportunity cost. It involves evaluation of unpaid work based on wages and it is the most commonly used method

- (iii) The Input Based method using market replacement cost. This has two options: the replacement based on a specialist and replacement cost based on a generalist. The later is usually preferred.

### **Discussions on Evaluations**

34. Some of the issues that were discussed and agreed upon included:

- (i) The main purpose of valuation of unpaid work is to make visible the unpaid work done by women and children. It was pointed out that unpaid work is also carried out by men. The purpose of valuation is also to come up with values that can inform policy and foster socioeconomic productivity;
- (ii) Macroeconomists and other policy makers need to be trained in time-use survey computations and evaluation;
- (iii) There is a need to sensitize the society including men, so that they participate in unpaid work.
- (iv) Tools and methods only give a guide and so can be modified according to a concrete situation.

### **Impacts of National Policies on Poverty Reduction and Welfare**

35. The session on impacts of National policies on poverty reduction and welfare began by explaining some basic terms such as macroeconomics, macroeconomic models, and others. The macroeconomic policy objectives were given as:

- (i) Attainment of price stability : keeping inflation on deflation under control
- (ii) Full employment
- (iii) Foreign sector balance

36. Some of macroeconomic instruments include: fiscal policy, monetary policy; exchange rate policy, trade policy and employment policy.

37. As most macroeconomic models are gender blind, there is a need to engender them. For that, gender-aware macroeconomic models have to be constructed to underpin/guide macroeconomic policies. The four approaches for engendering macroeconomic models are:

- (i) The gender desegregation method which involves disaggregating existing variables of the macroeconomic model. However this method does not incorporate unpaid household labour into the analysis, hence not that useful.
- (ii) The gendered macroeconomic variable method
- (iii) The two sector or two system method
- (iv) The combination of method the other methods

38. The ECA model of engendering the General Computable Equilibrium Model (GCEM) was described and the steps of constructing a gender aware GCEM were given as:

- **Step 1:** Quantify household production so as to integrate it in the analytical tool. Build a framework where total activity of a person is quantified. This requires classification of different types of activities accurately so that it is possible to account how much time a person spends on a particular activity.
- **Step 2:** Develop a specification for the Social Accounting Matrix (SAM) that incorporates non-market activities (work and leisure) and is gender-aware (meaning the variables are disaggregated by sex).
- **Step 3:** Construct a SAM containing information about its economic and social structure. (See an example of such a SAM containing only three factors of production (female labour, male labour, and capital).
- **Step 4:** Specify a list of stylized macroeconomic policies and exogenous shock scenarios that are relevant to African economies and from which simulations with the model will be selected.
- **Step 5:** Construct a gender-aware model based on the gender aware SAM. The model should incorporate both market and non-market activities. This implies that the framework allows for measurement of the total activity of a person. Movement from one type of activity, i.e. household production to another such as market production should be possible and is to be accounted for. This implies a 24 hours time allocation model.
- **Step 6:** Carry out a series of policy simulations that illustrate the nature of the insights that such a model can provide under different scenarios.
- **Step 7:** Drawing on the results from the scenario analyses, produce a draft report that demonstrates how a gender-aware modeling exercise can be used to quantify impacts of macroeconomic policy shocks upon men's and women's time allocation, welfare and poverty in Africa
- **Step 8:** Present the draft report on the results of gender-aware model tests for a review and validation to an expert group meeting to be attended by African countries, as well as modelers and statisticians from private institutions and universities worldwide.

### **Engendering Government Budgets**

39. The meaning and importance of a budget was given and discussed in this session. It was pointed out, that the budget was a very important tool for the planning process and that it was important for the budget to follow policy and not the other way round.

### **Programme Performance Budgeting (PPB)**

40. PPB is budgeting that is performance oriented and result based. It provides for the measurement of outputs (deliverables) and out comes (impact) in addition to the amount of money spent. In countries with poverty reduction strategies PPB enables government to build targets into budgets, develop performance indicators and monitor whether targets are being achieved.

## Medium Term Expenditure Framework (MTEF)

41. As for the MTEF, information was provided that MTEF is usually a rolling 3-5 years framework. The budget for the first year is voted on by parliament and becomes the budget law. MTEF is flexible in the sense that some numbers can be changed but large differences have to be justified.

## Gender Responsive Budgets (GRB)

42. GRB advocate that policies should be designed and budgets drawn up in a way that addresses the different needs and interests and pays most attention to the needs and interests of those who are least able to fend for themselves : GRB also intersects with ethnicity, location (urban-rural), class and income differences and age;

- (i) GRB are not different budgets nor does it mean asking for more money. It also does not mean that we should look only at the budget. GRB is a holistic process which begins with analysis from a gender perspective of policies and programmes funded through the budget;
- (ii) GRB enables government to address women and girls' specific needs related to the burden of unpaid work and household production.

43. Gender analysis involves 3 main steps: (i) Analysis from a gender perspective of policies and programme and their respective budgets; (ii) formulation of GRB or adjustment of budgets to make them gender responsive and; (iii) monitoring and evaluation of impacts.

## The five steps framework

44. The five steps framework includes:

- **Step 1** involves a description of the situation of women and men, girls and boys (and different sub-groups, such as rural/urban, age-based, etc.) in the sector. Needs/client analysis in budget terms.
- **Step 2** consists of an assessment of the policy, programmes and projects in terms of their gender-sensitivity, i.e. whether they address the situation describes in step 1. Policy/programme in budget terms.
- **Step 3** consists of an assessment as to whether adequate financial (budget) and other resources are allocated to implement the gender-sensitive policy of step 2 effectively. Equivalent in budget terms: Inputs in budget terms.
- **Step 4** involves monitoring as to whether the expenditure allocated in step 3 is spent as planned. Outputs in budget terms.
- **Step 5** entails an assessment of whether the policy and associated expenditure has promoted gender equity as intended, and changed the situation described in step 1. This means Impacts in budget terms

The major attribute of GRB (value added) is equity because it caters for women and men, girls and boys and does not assume that all people have the same needs and that government budget would affect the population in the same way.

## **Evaluation**

45. Participants showed a high level of interest in the Guide and the tools presented by the trainer. Their participation was regular, active and of high technical level.

46. The daily assessment undertaken by the participants showed that most of the objectives of the training workshop were reached because participants:

- Got a better understanding of the concepts of household production, household economy and gender statistics;
- Got a better understanding of the international classification of activities for time-use statistics;
- Were capable of undertaking time-use studies, and prioritize further work at the national level to prepare satellite or parallel accounts of women's and men's unremunerated economic contribution;
- Were ready to deepen their knowledge to improve (and adopt) the concepts and methods in the Guidebook for generating data on the full contribution of women and men to the economy;

47. An Evaluation Sheet was distributed during the last day of the workshop. The analysis of the answers that were received shows that all participants were satisfied with the Workshop's because its quality was judged as "good", the highest rating, and it responded to their expectations. While all the participants found very useful and interesting all the subjects, some more specific subjects called their attention namely, time-use budgets, gender-based budgeting, unremunerated work of households, results-based budgeting and the impact on poverty of economic policies. Participants expressed their satisfaction with the fact that the entire work-programme was concluded as planned in the five days. However, some participants expressed the need to include more case studies as to reflect real life cases and to add the bibliography used to prepare the Guidebook. The quality of the trainer was highlighted as well as the smooth support provided by the ECA/NA.

48. To the question whether another training workshop would be required to deepen what was learned in this workshop, most participants answered positively. Participants stressed that they would like to further deepen their grasp of the analytic and practical tools learned during this workshop. For that purpose, technical training meetings could be organised around specific subjects such as building a Social Accounting Matrix (SAM) and a General Computable Equilibrium Model (GCEM) or how to analyse time-use budgets. Participants requested a copy of the training material.

## **The Way Forward**

49. Three major recommendations were made at the training workshop:

- To continue the drafting process of the Country action plans for integrating gender into national statistics, policies and budget, that were prepared by the participants during the Workshop;
- To establish a network to continue the exchange of experiences, especially in the area of time use surveys.
- To organize a sub regional meeting on time-use budgets as to exchange experiences and strengthen sub regional cooperation in this area.

## **Closing**

50. The training workshop was closed by Ms. Karima Bounemra Ben Soltane, Director, ECA North Africa Office, and Ms. Zineb Touimi Benjelloun, Head of UNIFEM North Africa Office.

51. In her closing remarks the Director thanked The UNIFEM Representative for taking part in the closing ceremony, a fact which shows her deep attachment to the advancement of women in North Africa. She emphasized the effective contribution this organisation was making to engender the national and local budgets in some countries of the region. An example was provided during the workshop by the Moroccan representatives from the Government and the NGOs who shared their experience to engender the 2005 national budget and the local budget of the city of Casablanca.

52. She congratulated the participants for their active participation and for the outcome that came out the workshop. Most importantly, she stressed their willingness to adopt new tools and methodologies to better assess the realities of their economies and societies. The Director highlighted the strategic relevance of the recent created network of countries undertaking time-use surveys and wished that the same interest will continue to fuel their daily basis activities. Finally, Ms. Ben Soltane thanked Ms. Ngone Diop for the quality of the training, which contributed to the success of this event, and the staff of ECA North Africa Office, who worked tirelessly to organise the meeting. She wished all the participants a safe journey back.

53. Ms. Zineb Benjelloun thanked the ECA Office for North Africa for inviting her to take part in this important event, which was unique at the level of North Africa. She informed the participants that gender mainstreaming in national budgets figured at the top of the priorities of UNIFEM and that related activities are being implemented in some countries of the region as shown during the workshop. She expressed her deep satisfaction for the synergies created by the efforts of both institutions, ECA and UNIFEM, and expressed her satisfaction for the efforts made by the participants to mainstream gender in their institutions.

54. Ms. Ngone Diop thanked all the participants for their enthusiasm as well as for their demonstrated expertise, which contributed highly to improving the quality of the debates and outcomes of the workshop. She made a general assessment of all the subjects which were addressed during the five-day workshop as well as of the main results. She thanked the Director of the SRO/NA, Ms. Karima Bounemra Ben Soltane, and all her staff who serviced the meeting. Finally, the participants took the floor to thank the ECA/ACGD and the Bureau for organizing the workshop and for demonstrating professionalism during, both the preparatory process and the training workshop. They expressed their wishes that the recommendations made during the Workshop will be followed by concrete actions.

55. The ceremony ended by the distribution of diplomas to the participants.